

**MGIMO University
School of Government and International Affairs**

Syllabus approved
Dean, The MGIMO School of Government and International Affairs
Mikhail Troitskiy
« »
2017

Personal Safety and Social Responsibility
Undergraduate Course Syllabus

Instructors

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This syllabus is designed in accordance with the MGIMO Educational Standard for the Bachelor Program in International Affairs.

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PART 1:
COURSE DESCRIPTION, INSTRUCTOR INFORMATION
AND TEACHING METHODS

1.1 General information

- Full course title: Basics on personal safety and social responsibilities
- Type of course: Compulsory
- Level of course: B.A.
- Year of study: 1st
- Number of ECTS credits allocated: 2
- Name of lecturers and office hours:

Oleg V. Timofeyev, PhD

Senior Lecturer, Military training department

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1.2 Course aims and learning outcomes

The aim of the course is to provide students with basic knowledge and understanding of personal safety and social responsibility's matters, introduce students to safety legislation, teach them critical skills needed to respond to and manage first aid, shape their behavior in emergency situations.

Learning outcomes:

By the end of the course students should

know:

- the basics on personal safety;
- social responsibility legislation in the Russian Federation.

be able to:

- make decisions in emergency situations;
- use personal survival techniques;
- render elementary first aid;
- protect the environment.

1.3 Course requirements and grading plan

Course requirements

Students will be required to attend not less than 90% of classes and be prepared for class discussions. Conscientious reading of the assigned materials is compulsory. Students will also be required to prepare one essay and hand it in on time.

Grading plan

- **Class participation – 10%**
Students are expected to attend all the lectures seminars and participate in class discussions; since the course is highly interactive, it is essential that students attend the seminars having read the materials for that day's class.
- **Essay – 15%**
During the course each student is expected to write an essay (minimum 10000 characters, up to 15000 characters, Times New Roman font, size 14, 1.5 interval) on one of the topics proposed. The essay should demonstrate the level of student's knowledge of publications on the subject. The work is to be presented at least 2 weeks before the end of the course.
- **In-class issue presentation – 10%**
Such a presentation (up to 15 minutes) is performed by each student at least once in the term. The presentation will be based on the week's additional readings. The presenter should supply a brief summary of the argument but offer a critical interpretation of the reading by drawing out the key ideas of the text, linking them with others already covered, and registering agreements and disagreements. The presenter should also attempt to consider how the given argument could be framed differently. A few critical questions should further be offered for the class to discuss collectively. The presenter will be given a short written feedback after the presentation, including the grade, which can be followed up by consultation during office hours.
- **Essay in-class presentation – 15%**
The essay is to be presented and consequently discussed at a seminar.
- **Written/oral exam – 50% (in class, 120 minutes).**

PART 2. COURSE CONTENT

2.1. Course content and readings by topic

Topic 1. Traffic rules and regulations in Russia.

Lecture 1.1. Russian legislation. Traffic rules and regulations (for drivers, cyclists, motorists, pedestrians). Road signs. Traffic Do's and Don'ts.

Summary: Driving in Russia: rules and reality. Vulnerable road users. Motorway signs. Parking rules. Use of domestic license in Russia. Alcohol limits. Penalties for traffic rules violation. Traffic psychology. Drivers vs. pedestrians: a case study of social norms.

Seminar 1.1. Russian legislation. Traffic rules and regulations (for drivers, cyclists, motorists, pedestrians). Road signs. Traffic Do's and Don'ts.

- Compulsory readings:
 - 1) Traffic safety. Christina N. Ferraro. Nova Science Publishers, Inc, NY, 2011, pp. 181–222.
 - 2) The Personal Security Handbook: Practical Tools for Keeping Yourself, Your Family & Your Things Safe at Work, Home or on the Road. Silver Lake Publishing, Aberdeen, WA, 2005, pp. 53–76.
- Further readings:
 - 1) Transportation, Traffic Safety and Health — Prevention and Health: Third International Conference, Washington, USA, 1997; Springer Science & Business Media, Jan 1, 2000 – Transportation – 194 pages.
 - 2) Handbook of Traffic Psychology. Bryan E. Porter. Academic Press, Jun 22, 2011– Psychology – 536 pages.
 - 3) Behavioural Adaptation and Road Safety: Theory, Evidence and Action. Christina Rudin-Brown, Samantha Jamson. CRC Press, May 24, 2013 – Technology & Engineering – 467 pages.
 - 4) Russia survival guide. Alexander Rodionov & Maya Krivchenia. Xlibris Corporation, 2013 – Travel – 188 pages.
 - 5) Moscow survival guide for students and short term residents, 2008 – 71 pages.
- Internet resources:
 - <http://www.gibdd.ru/mens/international/>
 - <http://russia.angloinfo.com/transport/driving/on-the-road/>
 - <http://www.drivers.com/article/156/>
 - http://www.guidetorussia.org/transport/russia_drivers.html

Topic 2. Personal safety.

Lecture 2.1. Home safety. Employee awareness. Street scams. Calling the Police. Safety Apps.

Summary: How to prevent from becoming a victim. Workplace security and safety. Off-the job safety. Home safety and security survey. Staying safe in neighborhood. Safety with strangers. Illegal or restricted activities. Getting help. Reporting crimes and emergencies. Personal safety apps.

Seminar 2.1. Home safety. Employee awareness. Street scams. Calling the Police. Safety Apps.

- Compulsory readings:
 - 1) Hazard Analysis: A Guide for Voluntary Compliance and Beyond: From Hazard to Risk: Transforming the JHA From a Tool to a Process. Roughton, James E., Crutchfield, Nathan. Elsevier Inc., 2008, pp. 3–157.
 - 2) The Personal Security Handbook: Practical Tools for Keeping Yourself, Your Family & Your Things Safe at Work, Home or on the Road. Silver Lake Publishing, Aberdeen, WA, 2005, pp. 25–52.
- Further readings:
 - 1) Creative Safety Solutions. Thomas D. Schneid. CRC Press, Sep 17, 1998 – Technology & Engineering – 176 pages.
 - 2) Risk taking and personal safety. Justin Healey. The spinet press, vol. 349, 2012.
 - 3) Personal Safety and Social Responsibilities. IMO Publishing, 2000 – Merchant marine – 46 pages.
 - 4) Staying Healthy: Personal Safety. Alice B. McGinty. IMO Publishing, 2000 – Merchant marine – 46 pages.
- Internet resources:

<http://www.russianlife.com/archive/article/params/Number/9/>
<http://goeasteurope.about.com/od/russia/tp/healthandsafetyrussia.htm>

Lecture 2.2. Reduction/Avoidance strategies while in town (restaurants, streets at night). Dress-code, drugs, alcohol, smoking, infections.

Summary: Stalking and prohibited behavior. Going out for entertainment. Using public transport. Keeping possessions safe. Drinking alcohol. Suspicious behavior. Pick pocketing, Theft and mugging. Antitheft precautions. Coping with conflicts.

Seminar 2.2. Reduction/Avoidance strategies while in town (restaurants, streets at night). Dress-code, drugs, alcohol, smoking, infections.

- Compulsory readings:
 - 1) Hazard Analysis: A Guide for Voluntary Compliance and Beyond: From Hazard to Risk: Transforming the JHA From a Tool to a Process. Roughton, James E., Crutchfield, Nathan. Elsevier Inc., 2008, pp. 3–157.

2) The Personal Security Handbook: Practical Tools for Keeping Yourself, Your Family & Your Things Safe at Work, Home or on the Road. Silver Lake Publishing, Aberdeen, WA, 2005, pp. 25–52.

- Further readings:

- Creative Safety Solutions. Thomas D. Schneid. CRC Press, Sep 17, 1998 – Technology & Engineering – 176 pages.
- Risk taking and personal safety. Justin Healey. The spinet press, vol.349, 2012.
- Personal Safety and Social Responsibilities. IMO Publishing, 2000 – Merchant marine – 46 pages.
- Staying Healthy: Personal Safety. Alice B. McGinty. IMO Publishing, 2000 – Merchant marine – 46 pages.

- Internet resources:

<http://www.russianlife.com/archive/article/params/Number/9/>

<http://goeasteurope.about.com/od/russia/tp/healthandsafetyrussia.htm>

Topic 3. Emergency situations.

Lecture 3.1. Emergency situations awareness. Do's and Don'ts. Collective protection means and shelters.

Summary: Situational awareness and response. Types of civil emergencies. Chemical emergencies. Droughts and floods. Fires and fire alarms. Food safety. Winter storms. Collective protection. Human factors. How to handle an emergency situation. Escape procedures and routes. Terrorist attacks. Bomb threats. Unattended bags or other suspicious items. Reporting unsafe conditions.

Seminar 3.1. Emergency situations awareness. Do's and Don'ts. Collective protection means and shelters.

- Compulsory readings:

- 1) The Personal Security Handbook: Practical Tools for Keeping Yourself, Your Family & Your Things Safe at Work, Home or on the Road. Silver Lake Publishing, Aberdeen, WA, 2005, pp. 127–156.

- Further readings:

- 1) Situational Awareness for Emergency Response. Richard Gasaway. Fire Engineering Books, 2013 – Medical – 366 pages.
- 2) Collective Security in a Changing World. Thomas G. Weiss. Lynne Rienner Publishers, 1993 – Political Science – 231 pages.
- 3) Conflict, Disaster and Disability: Ensuring Equality. David Mitchell, Valerie Karr. Routledge, Apr 3, 2014 – Health & Fitness – 260 pages.
- 4) Inside Terrorism. Bruce Hoffman. Columbia University Press, Aug 13, 2013 – History – 432 pages.

- Internet resources:
<http://www.redcross.org/prepare/disaster>
https://www.health.ny.gov/environmental/emergency/families_individuals_caregivers/types_of_emergencies.htm
<http://www.colorado.edu/conflict/peace/treatment/collsec.htm>
<http://emergency.cdc.gov/situationawareness/>
<https://esa.csiro.au/esa/welcome.html>

Topic 4. Land navigation. Survival in adverse situations.

Lecture 4.1. Land navigation (explaining the ground). Survival in adverse conditions.

Summary: Bases of Orientation in Space. Topographic maps and map reading. Measuring on topographic maps. Topographic orientation. Orientation using satellite navigation systems. Topographic features. Conditions affecting survival. Psychological aspects of surviving.

Seminar 4.1. Land navigation (explaining the ground). Survival in adverse conditions.

- Compulsory readings:
 - 1) The Ultimate Survival Guide. John Wiseman. Harper Collins, Oct 26, 2004 – Health & Fitness – 304 pages.
 - 2) The Book of Survival: The Original Guide to Staying Alive in the City, the Suburbs, and the Wild Lands Beyond. Anthony Greenbank. Hatherleigh Press, 2001 – Survival – 267 pages.
- Further readings:
 - 1) Survival techniques: SAS and Elite Forces Guide. How to survive natural disasters. Alexander Stilwell. Amber books Ltd., 2012 – 320 pages.
 - 2) How to Survive Outdoors: Teach Yourself. Jason Polley. Hachette UK, Feb 28, 2014 – Sports & Recreation – 256 pages.
- Internet resources:
 - <http://www.discoverwildlife.com/travel/survival>
 - <http://www.secretsofsurvival.com/wilderness-survival.html>
 - <http://www.wildwoodsurvival.com/>

Topic 5. Environmental security.

Lecture 5.1. Environmental protection. Ecological problems.

Summary: Environmental security. International implications of environmental degradation. Globalization and environmental studies. Pollution problems and their effects on the quality of life. Eco–efficiency education of students.

Seminar 5.1. Environmental protection. Ecological problems.

- Compulsory readings:
 - 1) Disciplines, Disasters and Emergency management. McEntire, David A., Springfield. Charles C Thomas Publisher Ltd., 2007 – 345 pages.
 - 2) Addressing Global Environmental Security Through Innovative Educational Curricula. Susan Allen-Gil, Lia Stelljes, Olena Borysova. Springer Science & Business Media, Jan 1, 2009 – Business & Economics – 235 pages.
 - 3) The survival handbook: Learn the survival skills of the world’s elite forces. Peter Daman. Amber Books Ltd., 2012 – 192 pages.

- Further readings:
 - 1) Environmental Problems in Eastern Europe. Francis W. Carter, David Turnock. Psychology Press, 1996 – Science – 291 pages.
 - 2) Ecological Policy and Politics in Developing Countries: Economic Growth, Democracy, and Environment. Uday Desai. SUNY Press, Apr 16, 1998 – Nature – 327 pages.

- Internet resources:
 - <http://www.nrdc.org/issues/>
 - <http://www.globalissues.org/issue/168/environmental-issues>
 - http://greenliving.lovetoknow.com/Top_30_Environmental_Concerns
 - http://www.sciencedaily.com/news/earth_climate/environmental_issues/
 - http://wwf.panda.org/who_we_are/wwf_offices/russia/environmental_problems_russia/

Topic 6. Life safety.

Lecture 6.1. The Ministry of the Russian Federation for Civil Defence, Emergencies and Elimination of Consequences of Natural Disasters. Public warning system.

Summary: Forces and facilities. National Crisis Management Centre. Search and rescue service of the Russian Emergencies Ministry. Public warning system. Civil Defense Troops. Individual protection means.

Seminar 6.1. The Ministry of the Russian Federation for Civil Defence, Emergencies and Elimination of Consequences of Natural Disasters. Public warning system.

- Compulsory readings:
 - 1) Crisis in Russia: Contemporary management policy and practice from a historical perspective. Prof. Boris Porfiriev, Dr. Greg Simons. Ashgate Publishing Ltd., 2012 – 310 pages.
 - 2) Encyclopedia of Crisis Management. R. Hagen, M. Statler, P. K. Bradley. LA, Calif.: SAGE Publications, 2013 – 1136 pages.

- Further readings:
 - 1) Seven warning signals: A Review of Soviet Civil Defense. Joanne L. Gailar. Bulletin of the Atomic Scientists, 1969, pp. 18–22.

- Internet resources:
 - <http://en.mchs.ru/>
 - <http://www.who.int/reproductivehealth/topics/emergencies/en/>
 - <http://government.ru/en/department/91/events/>
 - http://www.hardscrabblefarm.com/ww2/use_gasmask.htm
 - <http://www.nationalterroralert.com/gasmasks/>

Topic 7. First aid.

Lecture 7.1. First aid and emergency treatment.

Summary: Action at emergency. First aid essentials for car. Finding out what's wrong. Cardiopulmonary resuscitation (CPR). Shock. Bleeding. Wounds. Bandaging wounds. Burns. Poisoning. Bites and stings. Cold-related emergencies. Heat-related emergencies.

Seminar 7.1. First aid and emergency treatment. First-aid centers.

- Compulsory readings:
 - 1) First Aid book. DIANE Publishing, Apr 1, 1990 – Health & Fitness – 237 pages.
 - 2) First Aid Essentials. Alton L. Thygerson. Jones and Bartlett Publishers, 1989 – Health & Fitness – 220 pages.

- Further readings:
 - 1) Advanced First Aid for First Responder on Scene. Frank O'Connor. Xlibris Corporation, Mar 13, 2014 – Medical – 418 pages.

- Internet resources:
 - <http://stjohn.org.au/first-aid-facts>
 - <http://www.nlm.nih.gov/medlineplus/firstaid.html>
 - <http://www.hse.gov.uk/firstaid/>
 - http://kidshealth.org/parent/firstaid_safe/

2.2. Essay topics/Exam Questions

1. Driver's responsibilities (simple steps to avoid car accidents). It is better to be safe than to be sorry.
2. Russian road signs and basic traffic rules.
3. Driving in adverse weather conditions.
4. Who is most at risk on the road?
5. City orientation. How not to get lost and find your way.
6. Home invasion safety. (preventing your home from being targeted by burglars)
7. Employee awareness. (work place hazards and personal protection equipment)
8. Emergency preparedness and emergency reporting. (Who do you call?)
9. Terrain orientation. Defining the horizon and parts of the world.
10. Pertinent regional environmental issues.
11. City injury prevention and treatment.
12. What do you do if there is a bomb blast?
13. How to behave on public transport?
14. How to avoid being affected by street crime? (street scams)
15. Alcohol and drug-related crimes, curb crawlers and street prostitution.
16. Basics on life safety. (fire safety and Medicare facilities)
17. Individual protective means.
18. Rendering first aid.(CPR, bleeding)
19. Rendering first aid. (bites and stings, poisoning)
20. Rendering first aid. (burns and scalds, electric shock)
21. What do you do to be street smart?

2.3. Exam timing

- Autumn semester: Test, December 20-30

2.4. Consolidated reading list

Compulsory readings:

- 1) Disciplines, Disasters and Emergency management. McEntire, David A., Springfield: Charles C Thomas Publisher Ltd., 2007 – 3345 pages;
<http://search.ebscohost.com/>
- 2) Encyclopedia of Crisis Management. R. Hagen, M. Statler, P. K. Bradley. LA, Calif.: SAGE Publications, 2013 – 1136 pages;
<http://search.ebscohost.com/>
- 3) The Personal Security Handbook: Practical Tools for Keeping Yourself, Your Family & Your Things Safe at Work, Home or on the Road. Silver Lake Publishing, Aberdeen, WA, 2005;
<http://search.ebscohost.com/>

Further readings:

- 4) Addressing Global Environmental Security Through Innovative Educational Curricula. Susan Allen–Gil, Lia Stelljes, Olena Borysova. Springer Science & Business Media, Jan 1, 2009 – Business & Economics – 235 pages;
<https://books.google.ru>
- 5) Advanced First Aid for First Responder on Scene. Frank O'Connor. Xlibris Corporation, Mar 13, 2014 – Medical – 418 pages;
<https://books.google.ru>
- 6) Conflict, Disaster and Disability: Ensuring Equality. David Mitchell, Valerie Karr. Routledge, Apr 3, 2014 – Health & Fitness – 260 pages;
<https://books.google.ru>
- 7) Crisis in Russia: Contemporary management policy and practice from a historical perspective. Prof. Boris Porfiriev, Dr. Greg Simons. Ashgate Publishing Ltd., 2012 – 310 pages;
<https://books.google.ru>
- 8) First Aid Essentials. Alton L. Thygerson. Jones and Bartlett Publishers, 2011 – Health & Fitness – 270 pages;
<https://books.google.ru>
- 9) How to Survive Outdoors: Teach Yourself. Jason Polley. Hachette UK, Feb 28, 2014 – Sports & Recreation – 256 pages;
<https://books.google.ru>
- 10) Inside Terrorism. Bruce Hoffman. Columbia University Press, Aug 13, 2013 – History – 432 pages;
<https://books.google.ru>
- 11) Moscow survival guide for students and short term residents, 2008 – 71 pages;
http://www.pericles.ru/able/downloads/Survival_Guide_2008.pdf
- 12) Risk taking and personal safety. Justin Healey. The spinet press, vol. 349, 2012;
<http://search.ebscohost.com/>
- 13) Russia survival guide. Alexander Rodionov & Maya Krivchenia. Xlibris Corporation, 2013 – Travel – 188 pages;
<https://books.google.ru>
- 14) Situational Awareness for Emergency Response. Richard Gasaway. Fire Engineering Books, 2013 – Medical – 366 pages;
<https://books.google.ru>
- 15) The Book of Survival: The Original Guide to Staying Alive in the City, the Suburbs, and the Wild Lands Beyond. Anthony Greenbank. Hatherleigh Press, 2001 – Survival – 267 pages;
<https://books.google.ru>
- 16) Traffic safety. Christina N. Ferraro. Nova Science Publishers, Inc, NY, 2011 – 305 pages;
<http://search.ebscohost.com/>

PART 3. FINAL REMARKS

- Plagiarism is considered as a severe violation and as an indication of incompetence in the course. Plagiarism is understood as making of one's text using compilation method for other people's publications, even connected with own phrases and sentences. Collective performance of individual tasks is also unacceptable. Proved plagiarism an F–mark is given regardless of the fulfillment of all other requirements.
- Assignments are to be handed in on the due date. Late submissions will translate into the lowering of the grade by 1/3 of a grade for each day of delay.
- Students are asked to keep a copy of all work submitted for evaluation.
- All work (including home assignments, tests, final test, etc.) must be the result of students' own efforts and labor.